



January 5, 2018

Parks and Recreation Board of Directors
800 Center Street
Racine WI 53403

Dear Parks and Recreation Board:

The Downtown Racine Corporation is currently organizing a brand new event, Fire and Ice Festival, to be held on Monument Square in downtown Racine. The festival will be held on Saturday, January 20th, beginning at 12:00 PM.

For the purpose of this festival, we would like, with your permission, to include open fire pits on Monument Square. We feel this will greatly enhance the atmosphere of the event and will allow event goers to warm up without having to leave the event.

We have already had communication with Fire Prevention to discuss the safety of the open fire pits, and they have agreed to partner with us to ensure that the fire pits are used in the safest way possible for this event.

Thank you for your consideration and please keep me advised of any meetings that I should attend or further information that might be needed.

Sincerely,

Kelly Kruse
Executive Director